Minute of Ordinary Meeting of Avon Dassett Parish Council
22nd January 2018, 7.30 pm at The Reading Room.

The meeting commenced at 7.30pm. **Page 725**

1) APOLOGIES: Martyn Heard (work).

Present: Trevor Gill, Mike Blakeman, Liz Hirst, Darrell Muffitt, Clerk: Helen Hide-Wright, Councillor Feilding (left at 8.00pm), Councillor Chris Williams (arrived at 8.10pm).

2) DECLARATION OF INTERESTS: Darrell Muffitt: Cricket field (lives in property opposite)

3) CONFIRM MINUTES OF LAST MEETING: Mike Blakeman disputed point 6h: Sale of Cricket Field. The matter was not discussed by the Parish Council in the manner set out in the Dec 2017 minutes. The corrected summary is as follows: Trevor Gill appraised the Parish Council regarding the current situation in respect of the Sale of the Cricket Field. Trevor Gill had been monitoring the situation for some time and had been in contact with one of the potential bidders and apologised for not bringing the matter to the attention of the Parish Council earlier. Trevor Gill also had indicated to a third party that the Parish Council would not be interested in making an offer for the Cricket Field without reference to the other members of the Parish Council. Mike Blakeman and Liz Hirst expressed their concern that the Parish Council had not been consulted. Their main concern was to ensure that the Playground was safeguarded for the Community. Trevor Gill confirmed that the Playground was not included in the sale and following discussion it was agreed that the Parish Council should examine ways to secure the playground for the long-term benefit of the community. It was agreed initially that the Clerk would draft a suitable letter to the landowners and circulate this to the Parish Councillors for comment. Trevor Gill was to prepare the appropriate documentation.

The remining minutes were accepted and proposed: Mike Blakeman, seconded: Trevor Gill, unanimous. Signed and dated by Trevor Gill.

4) QUESTIONS FROM THE PUBLIC: None.

5) MATTERS ARISING:

6) Adoption of New Councillor Code of Conduct: The forms were signed and dated by those present and witnessed by The Clerk.

Community

a) Burial Ground: Nothing to report.

b) Community Policing/Neighbourhood Watch: The Southam Warwickshire Citizens Academy has an open invitation to residents to join. If anyone is interested, please contact the Clerk.

c) Playground: Darrell raised the safety aspect of the totem pole. **ACTON: Liz Hirst will seek a quote for its repair and send it to the Clerk and PC for consideration at the next PC meeting.** The Clerk highlighted the value of signage for the play area to advise on various safety and contact aspects. **ACTON: Liz Hirst to review this aspect (Clerk to assist).**

d) Superfast Broadband: Jeremy Wright MP, has got the relevant postcodes where coverage is not available. Dates are still not confirmed for installations in some properties in the village. The matter continues to be progressed by the Parish Council.

e) Post Office: Nothing to report.

f) Village Communications and website: Nothing to report.

g) War Memorial: Trevor Gill confirmed that a report needs to be formulated about the state of the memorial to seek grant funds.

Councillor Chris Williams arrived at 8.10pm from an earlier meeting.

h) Sale of cricket field: The field has been sold subject to contract. Mike Blakeman and Darrell Muffitt will monitor the situation.

Roads: Traffic, Roads and Drains (Church Hill). The sewerage leak on Park Close has been dealt with by Severn Trent Water. The pavement on Church Hill has still not been cleared. The path at the top is full of large pieces of debris. Chris Williams will speak to Patch Byrne regarding this matter.

The grit bin, close to the play area is empty. This has been reported. Councillor Williams will chase this matter with Highways. That Parish Council thanked the Snow Warden, Phil Baxter for his help to the village during the severe weather.

Environment/Maintenance

i) Reading Room: Notice Board/Refurbishments at RR (Grant). Nothing to report.

Communication/Administration

7) COUNCIL REPORTS (Appendices 1 & 2)
8) CORRESPONDENCE – Paper copies circulated at meeting. Emails circulated prior to meeting.
9) Data Protection Course: Trevor Gill provided an update: The ICO has confirmed that the Clerk can be the Data Protection Officer, working in conjunction with the Chair/another designated Parish Councillor. Trevor proposed to appoint the Clerk to this role in May 2018, when the law comes into effect.

   Councillors were informed that the training had parish councillors to use PC email addresses rather than their own personal address, when communicating with members of the public/external agencies. The Clerk offered to send emails from her PC email address when required by Parish Councillors.

   There will be a review of PC documentation and more documents will be filed with the Warwick Records Office.

10) PLANNING (Declarations of interests): None.

11) FINANCIAL STATEMENT. (Appendix 3).

    Payments: Hide-Wright Expenses: Dec 17 and Jan 18: £40.80.

    Debit Card Application: the application is ongoing and will be used for PC purchases such as printer supplies. The application form was signed by the Clerk.

    Budget 2018-2019: This was agreed in December 2017. £509.09 has been received for the mowing rebate from SDC.

    Precept 2018/19: The Clerk confirmed that the application has been sent to SDC and received.

    3rd Quarter budget review (Appendix 4). The Clerk presented this to the meeting.

    Pension contributions for the Clerk will commence from this month. Approval was sought to create a regular standing order for this payment which will be made in the same month as each salary payment. In April of each year the contribution rates are subject to change and the SO will be changed. Proposed: Trevor Gill, seconded: Darrell Muffitt, unanimously agreed.

12) MEMBER REPORTS: Darrell Muffitt mentioned the name change for the village pub from The Avon to The Yew Tree. Future documentation will use the new name. This will affect some of the documents subject to annual review. It was decided to review thee documents between the Parish Councillors, in conjunction with the Clerk, ready for adoption at the meeting in May.

13) DATE OF 2018 MEETINGS: 5th March 9th April 14th May, 4th June 2nd July 3rd Sept 1st Oct 5th Nov 3rd Dec.

    The meeting closed at 9.00pm.

Appendix 1.

Avon Dassett Parish Council 22nd January 2018

County Councillor's Report

Since your last meeting it has been quiet at the County Council. A full Council meeting took place in early December although there was nothing significant on the Agenda it was unusually politically charged.

The final Local Government settlement came out two days before the Christmas break. The amount that Warwickshire will receive is only just in line with the predicted (planned) settlement but no allowance was made for additional pressures which are coming to light as well as the higher than expected staff pay increase. There is an option of an additional 1% on the Council tax – over and above the 1.99% already allowed. If this is taken it will be swallowed up with increased Adult and Children's safeguarding costs. The Budget is due to be set on 6th February and I will be able to give you full details at your next meeting.

We have endured bouts of extremely snowy and frosty weather over December/January. The County Highways have again been able to keep 46% of the main roads open and each village has had at least one route into and out of it gritted. Grit bins have been well used and Highways are ensuring that they are refilled as requested. We would all like to see more minor roads gritted and especially the footways but unfortunately this is neither feasible nor affordable. In the "bad old days" householders used to clear the length of path outside their property. This does not seem to happen so much nowadays!

2018 will again be dominated by financial savings as more and more pressures are placed on local Government without the resources to go with them. Overall council tax will increase with extra Police precept and District precept added to the WCC precept. Brexit will continue to have an influence on local decisions and who knows what Mr Trump will do next.

Coventry City of Culture (desig), will be putting out the begging bowl and I think devolution may well raise its head again. However, I am confident that Avon Dassett will continue to be well run in a year that will see a Royal Wedding and commemorations of the end of WW1 in November to name but a few events to look forward to.

A Happy New Year to you all.

Cllr Chris Williams
Member for Kineton & Red Horse Division - WCC
21.01.2018

Appendix 2. Cllr Feilding Report 22 January 2018

Report on Overview and Scrutiny Committees

Superfast Broadband Delivery UK Programme (BDUK)

On the **10 January** we had a presentation from CSW who were asked to address certain concerns. Prior to the meeting, CWS was sent 14 questions that we wanted answered. However, they only wanted to show the committee a presentation which did not tackle any of the questions and then refused answer any of them. The questions were prepared by a fellow councillor.

We have asked SDC to call them back again to answer the question raised.

Oxfordshire CCG

Sadly, we lost the Judicial Review that the 3 District Councils' had taken out against the OCCG. The full judgement is of the website.

The Committee is meeting the Warwickshire CCG and the Ambulance service on the 24 January 2018. I will report on this following the meeting

Voluntary Action Stratford on Avon District (VASA)

The VASA reported on their help they can give members of the District. They have volunteer's drivers who can take people to most destination with in the district. If it is hospital the driver will wait up to 2 hours. They can also arrange social meeting for people within the District.

Council Tax

It is to raise the District share of Council Tax will increase by 1%. The County Council increase is yet to be finalise together Police Commissioners increase.

Appendix 3: FINANCIAL STATEMENT January 2017, Avon Dassett Parish Council:

Balance at close of business 31 December 2017

Current Account	£	8,863.05
Savings Account	£	12,832.68* Ring fenced funds and interest received.

Bank Transactions

Current Account		**Chq/SO/DD/TRF/FPI**	**In**	**Out**
19 Dec 17	T. Gill (Microsoft)	FPO		67.48
19 Dec 17	Hide-Wright (Expenses)	TRF		24.00
19 Dec 17	WALC Inv 17422	FPO		30.00
20 Dec 17	N Power	DD		31.00
27 Dec 17	Hide-Wright (Dec Sal.)	TRF		324.51

Deposit Account		**In**	**Out**
11 Dec 17	Bank Interest	0.56	
Payments Authorised From The Meeting			
22.1.18	Hide-Wright (Dec Jan Expenses)		£40.80
Total Payments			**£40.80**

New Balances for Ring Fenced Funds:

Description	**Amount**
Neighbourhood Watch	£ 185.00
St John's Steps Appeal Funds	£ 86.19
I.T. Equip & Software	£ 546.49
Play area lease	£ 200.00
Reading Room Maintenance	£ 8,810.00
Playground	£ 250.00
Parish Plan	£ 2,000.00
Village Cemetery	£ 275.00
Village Maintenance	£ 230.00
Defibrillator	£ 250.00
Total	**£12,832.68**

Appendix 4.

AVON DASSETT PARISH COUNCIL 2017 - 2018 FINANCIAL YEAR
05 January 2018

Precept	Actual			Budget
Receipts				
Precept	£13,050.00			£13,050.00
Bank Interest	£4.74			£0.00
Burial Ground	£0.00			£0.00
Miscellaneous - Funds From Village Functions	£748.00			£0.00
Hire of Reading Room, car park etc	£35.00			£0.00
Mowing Refund From Stratford District Council	£0.00			£0.00
Election Fees Re The Use Of The Reading Room	£620.00			£0.00
Sundry Unbudgeted Receipts	£393.65			
VAT Reimbursement	£1,088.11			£0.00
TOTAL RECEIPTS	**£15,939.50**	**£0.00**	**£0.00**	**£13,050.00**

Payments (Annual expenses)	Actual	Ring Fenced Funds	Net Expenditure	Budget
Reading Room				
Reading Room: Cleaning	£0.00		£0.00	£180.00
Reading Room: Electricity Supply	(£255.00)		(£255.00)	£300.00
Reading Room: Maintenance	(£453.94)	(£272.94)	(£726.88)	£1,000.00
Reading Room: Rates	£0.00		£0.00	£100.00
Total Reading Room	**(£708.94)**	**(£272.94)**	**(£981.88)**	**£1,580.00**
Administration				
Staff costs:				
Clerk's Pay	(£2,832.15)		(£2,832.15)	£4,000.00
Administration Expenses	(£313.92)		(£313.92)	£470.00
ADPC Training	(£140.00)		(£140.00)	£250.00
Audit Fees	(£195.00)		(£195.00)	£200.00
Data Protection	(£35.00)		(£35.00)	£0.00
Election Fees	£0.00		£0.00	£0.00
Councillors' expenses	£0.00		£0.00	£0.00
WALC subscriptions	(£95.26)		(£95.26)	£100.00
Insurance	(£472.36)		(£472.36)	£600.00
Total Administration	**(£4,083.69)**	**£0.00**	**(£4,083.69)**	**£5,620.00**
Village Maintenance				
Street Light Maintenance	£0.00		£0.00	£0.00
Street Light Electricity Supply	(£485.31)		(£485.31)	£750.00
Village Maintenance & Mowing	(£2,440.79)		(£2,440.79)	£2,500.00
Tubs Etc	£0.00		£0.00	£250.00
Total Village Maintenance	**(£2,926.10)**	**£0.00**	**(£2,926.10)**	**£3,500.00**
Playground				
Playground Lease	(£100.80)		(£100.80)	£100.00
Playground Equipment and Repairs	(£325.50)		(£325.50)	£250.00
Playground General Maintenance	£0.00		£0.00	£250.00
Total Playground	**(£426.30)**	**£0.00**	**(£426.30)**	**£600.00**
Communications & IT Expenditure				
Website	(£224.14)		(£224.14)	£400.00
Communications & Surveys	£0.00		£0.00	£0.00
IT Software & Hardware	(£775.42)		(£775.42)	£200.00
Total Communications & IT Expenditure	**(£999.56)**	**£0.00**	**(£999.56)**	**£600.00**
Miscellaneous				
Coffee Morning Expenses & Xmas Gathering	£0.00		£0.00	£150.00
Other - Section 137	£0.00		£0.00	£0.00
Community Projects	(£50.00)		(£50.00)	£1,000.00
Total Miscellaneous	**(£50.00)**	**£0.00**	**(£50.00)**	**£1,150.00**
Total Payments	**(£9,194.59)**	**(£272.94)**	**(£9,467.53)**	**£13,050.00**
Total Receipts	**£15,939.50**			
Net Cash Flow	**£6,744.91**			

Ring Fenced Funds

	01 April 2017	Deposits	Withdrawls	05 January 2018
Defibrillator	£250.00	£0.00	£0.00	£250.00
St John's Steps Appeal Funds	£359.13	£0.00	(£272.94)	£86.19
IT Equipment & Software	£542.27	£4.22	£0.00	£546.49
Playground Lease Grant	£200.00	£0.00	£0.00	£200.00
Neighbourhood Watch	£185.00	£0.00	£0.00	£185.00
Village Cemetary	£275.00	£0.00	£0.00	£275.00
Reading Room Maintenance	£8,310.00	£500.00	£0.00	£8,810.00
Parish Plan	£2,000.00	£0.00	£0.00	£2,000.00
Playground Maintenance	£250.00	£0.00	£0.00	£250.00
Village Maintenance	£230.00	£0.00	£0.00	£230.00
Deposit Account Balances As At:	**£12,601.40**	**£504.22**	**(£272.94)**	**£12,832.68**